

## **NOMINATING COMMITTEE**

### **GUIDELINES & PROCEDURES**

The Nominating Committee consists of at least five (5) members, usually drawn from different countries. No Trustee may serve on this Committee. The Committee's role is to choose, from nominations received, a list of candidates for the posts of:

President	}	Officers
First Vice-President		
Secretary General		
Treasurer		
Three Elected Trustees		

The Committee conducts its business by all forms of communications (virtually or in person).

Nominations are solicited at least one-and-a-half years before the appropriate AGM in the case of Officers and approximately 9-12 months for Elected Trustees one of whom retires each year. Invitations to put forward submissions are sent to former and current Officers, Trustees, Committee Members, and Delegates of the WFN as well as other appropriate members of the world neurological community.

The list of candidates agreed by the Committee is published in *World Neurology* and elsewhere as appropriate at least six months prior to the meeting of the Council of Delegates and further names may be added to it (subject to review by the Committee) if submitted by five or more Delegates at least 30 days prior to the Council meeting.

Each nominee for President and Vice-President submits a statement of goals and objectives for the organization, if elected, for publication in *World Neurology*.

The Nominating Committee's proceedings and decision-making processes are held in private to avoid any outside pressures and influences.

## **Guidelines for the Selection of Candidates as WFN Officers & Trustees**

1. The following factors are taken into account by the Nominating Committee in assessing each nominee's candidature:
  - a. Professional stature;
  - b. Contributions to the WFN in the past; and
  - c. Commitment to the future growth and development of the WFN.
  
2. Consideration is also given, in evaluating nominations, to:
  - a. Geography; and
  - b. Gender.

If any of these considerations are lacking in the list of those proposed the Committee may supplement them by identifying appropriate candidates from the WFN database.

3. The Committee requires each nominee to have the official support of his or her national neurological organization.
  
4. The Committee requires each nomination to be accompanied by the nominee's signed agreement to allow his/her name to go forward to the Committee to be considered for shortlisting.

The Committee, on request, confidentially advises candidates, who have not been shortlisted, and their proposers and immediate supporters, of the reasons for their omission. It is recognized that there may be nominees who fully meet the guidelines for selection mentioned above, but who, for a variety of administrative reasons, cannot be included on the published shortlist. Exclusion is in no way indicative of unsuitability and should not be regarded as such.